



## **Procedure: State WIC Staff**

Functional Area: IV Organization and Management

Section: A

Approval Date: NA

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### **Program Address**

DHHS-Division of Public Health  
301 Centennial Mall South  
P.O. Box 95026  
Lincoln, NE 68509-5026  
(402)471-2781  
Fax: (4032) 471-7049

### **WIC Director**

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**Peggy Trouba**  
[peggy.trouba@nebraska.gov](mailto:peggy.trouba@nebraska.gov)

### **WIC Computer System**

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**Choo Ng**  
WIC Business Systems Analyst  
Help Desk #: 1-888-275-2018  
[choo.ng@nebraska.gov](mailto:choo.ng@nebraska.gov)

Areas of Responsibility: Maintenance of the WIC Computer System and database; Help Desk support; PC Data submission; performance measure reports; ad hoc reports

**Scott Bean**  
WIC Help Desk Coordinator  
Help Desk #: 1-888-275-2018  
[Scott.bean@nebraska.gov](mailto:Scott.bean@nebraska.gov)

Areas of Responsibility: Maintenance of the WIC Computer System and database; coordination of WIC hardware purchases; and maintenance; Help Desk support; ad hoc reports

### **WIC Support Staff**

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**Donna Range**  
WIC Staff Assistant  
[donna.range@nebraska.gov](mailto:donna.range@nebraska.gov)

Areas of Responsibility: General office reception and phones; reimbursement processing and documentation; vendor management support; State WIC Office support

**Kathy Fischer**  
WIC Secretary  
[kathy.fischer@nebraska.gov](mailto:kathy.fischer@nebraska.gov)

Areas of Responsibility: General office reception and phones; maintaining inventory and printing; filling orders; mailings and supplies; State WIC Office support

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**State WIC  
Coordinators**

Each State WIC Coordinator has specific areas of expertise and responsibility as listed below. Each Coordinator is also assigned as the primary contact for specific WIC local agencies. The appropriate coordinator should be contacted with any questions or issues concerning a specific local agency WIC program.

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**Administrative Operations**

**Susan Schoen**  
(402) 471-2781  
Fax: (402) 471-7049  
[Susan.schoen@nebraska.gov](mailto:Susan.schoen@nebraska.gov)

Areas of Responsibility: monitoring local agency food and administrative expenditures; budget review and reimbursement requests; caseload management and outreach; participation reporting; inventory control; records management; rebates; combined services grants.

Local Agencies: Western Nebraska Community Action Program, Western Community Health Resources

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**Nutrition & Breastfeeding**

**Julieann Boyle**  
(402) 595-1396  
Fax: (402) 595-2946  
[julieann.boyle@nebraska.gov](mailto:julieann.boyle@nebraska.gov)

Areas of Responsibility: breastfeeding promotion and support; maintaining nutrition and health education materials, assessment forms and care plans; nutrition education standards; nutrition risk codes; participant and breastfeeding surveys; analysis.

Local Agencies: Central Nebraska Community Services, East Central District Health Department, Northeast Nebraska Community Action Partnership.

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**Food Operations**

**Jane Bailey-DeCamp**  
(402) 471-2781  
Fax: (402) 471-7049  
[jane.decamp@nebraska.gov](mailto:jane.decamp@nebraska.gov)

Areas of Responsibility: authorization of WIC foods; design of WIC food instruments; food packages, including those for special population; special formulas and low iron formula; food instrument production; issuance and redemption; food instrument security and inventory; mailing procedures; EBT planning and coordination ; and program integrity issues related to food instruments.

Local Agencies: Blue Valley Community Action, Northeast Nebraska Family Health Services, Family Health Services

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**Clinic Services****Marge Blankenship**

(308) 865-5616

Fax: (308) 865-5604

[marge.blankenship@nebraska.gov](mailto:marge.blankenship@nebraska.gov)

Areas of Responsibility: income, residency, categorical eligibility; civil rights; notification requirements; processing standards; waiting lists; transfers; review and approval of clinic sites; coordination of services; referrals; dual participation; confidentiality; ID folder; client application and documentation forms; training; program integrity issues related to clients; client sanctions; claims; and clinic flow

Local Agencies: Central District Health Department, Community Action Partnership of Mid-Nebraska, People's Family Health Services

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**Nutrition & Health Services****Jackie Johnson**

(402) 471-2781

Fax: (401) 471-7049

[Jackie.johnson@nebraska.gov](mailto:Jackie.johnson@nebraska.gov)

Areas of Responsibility: performances measures process; local agency planning process; training; participant satisfaction surveys; local agency management evaluation process.

Local Agencies: Family Service, Lincoln/Lancaster County Health Department

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**Vendor Management****Regina Paschold**

(402) 471-2781

Fax: (402- 471-7049

[Regina.paschold@nebraska.gov](mailto:Regina.paschold@nebraska.gov)

Areas of Responsibility: all vendor management responsibilities, including selection criteria, contracts, training, monitoring, sanctions, and high risk identification.

Local Agency: Douglas County Health Department

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